

REGULAR MEETING - MONDAY, FEBRUARY 25, 2008
COUNCIL CHAMBERS AT CITY HALL - 500 CASTRO STREET
6:30 P.M.

1. **CALL TO ORDER**

The meeting was called to order at 6:30 p.m. by Joan Jenkins, Transportation and Policy Manager.

2. **ROLL CALL**

Task Force Steering Committee Members Present: Steven Bishop, Yvonne Farrell, Deb Henigson, Christina Jaworski, Cynthia Kapphahn, Bruce Karney, Aileen La Bouff, Marn Yee Lee, Jerri-Ann Meyer and Janis Zinn.

Task Force Steering Committee Members Absent: Anthony Chang (excused), Karen Gissibl (resigned), Sue Graham (excused), Larry Moore (excused) and Randy Potter.

At-Large Members Present: Curt Carlson, Roberta Chisam, John Eckstein, Bruce England, Justine Fenwick, Mark Gilkey, Mike Grall, Michael Groethe, Tian Harter, Kirsten Hayes, Shirley Ingalls, Mike Kahn, Sheela Pai, David Paradise, Elisa Peters, Scott Peterson, Esperanza Sanz-Escudero, Jeffrey Segall, Liz Snyder-Liles, Cheryl Woodward and Gary Young.

City Staff Present: Steve Attinger, Environmental Sustainability Coordinator; Joan Jenkins, Transportation and Policy Manager; and Michael Martello, City Attorney.

3. **ORAL COMMUNICATIONS FROM THE PUBLIC**

Bruce England presented a list of suggestions for consideration by the Steering Committee. See attached.

4. **MINUTES APPROVAL**

The minutes from the February 21, 2008 meeting were approved with the following changes. In Section 5.6, the Steering Committee scheduled the first full

Task Force meeting for Monday, March 3, 2008, at 6:30 p.m. in the City Hall Council Chambers.

5. NEW BUSINESS

5.1 TASK FORCE LEADERSHIP APPOINTMENT

Steering Committee members expressed interest in the Chair or Vice Chair positions, explaining their interest and qualifications. The Committee elected Bruce Karney as Chair and Yvonne Farrell as Vice Chair by majority vote.

5.2 GROUP PROCESS GROUND RULES

Steven Bishop presented a decision-making methodology based on divergent and then convergent thinking, including seven rules for brainstorming. This methodology has been successfully used by design firm IDEO for several years.

5.3 AD HOC COMMITTEE TOPICS

Considering feedback from the At-Large members and public, the Steering Committee reviewed the task force subcommittees used by Menlo Park, Palo Alto and Sunnyvale, eliminating overlapping topic areas. This list was then compared to the one generated during last week's Steering Committee meeting, and a final list was created. The Steering Committee requested all At-Large members and interested members of the public to: (1) review this list; (2) decide which of the ad hoc committees they are willing to commit to work on over the next six months; and (3) e-mail a prioritized list and other suggestions to Steve Attinger (steve.atinger@mountainview.gov) by Friday, February 29, 2008.

5.4 COMMUNITY-WIDE GREENHOUSE GAS BASELINE DATA REVIEW

Steve Attinger provided an overview of the City's community-wide 2005 baseline greenhouse gas inventory, broken down by source and sector. The inventory was compiled by the International Council for Local Environmental Initiatives (ICLEI). Mr. Attinger will follow up with ICLEI to gain further details about what the inventory considered.

5.5 BROWN ACT REQUIREMENTS

This item was taken first, out of order, to accommodate the City Attorney's schedule. Michael Martello, City Attorney, provided clarification about the Brown Act and answered several questions.

5.6 MEETING SCHEDULE/LOCATION

Due to loss of the quorum, a final decision on meeting schedule was deferred to the next meeting.

5.7 AGENDA ITEMS FOR NEXT MEETING

The Steering Committee, with input from the At-Large members and public, agreed to focus the next meeting on: (1) finalizing an ongoing meeting schedule; (2) deciding which ad hoc committees to consider; and (3) organizing the structure of the ad hoc committees. The next Task Force meeting will be held on Monday, March 3, 2008, at 6:30 p.m. in the Council Chambers, City Hall, 500 Castro Street.

6. TASK FORCE STEERING COMMITTEE/STAFF COMMENTS, QUESTIONS AND REPORTS – None.

7. ADJOURNMENT

The meeting was adjourned at 10:12 p.m.

SPA/2/PWK

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